

# SOLICITATION INFORMATION

January 29, 2004

**BID NUMBER #B03362**

**TITLE: CONSTRUCT NEW KENT COUNTY  
COURTHOUSE**

**OPENING DATE AND TIME: 3/12/04 AT 10:00 AM**

**PRE-BID/ PROPOSAL CONFERENCE: YES**

**DATE: 2/13/04**

**TIME: 10:00 AM**

**MANDATORY : NO**

**LOCATION: RI HEALTH DEPARTMENT  
AUDITORIUM, 3 CAPITOL HILL  
CANNON BUILDING  
PROVIDENCE, RI**

**SURETY REQUIRED: YES**

**BOND REQUIRED: YES**

**STEPHEN A. VIEIRA, C.P.M., CPIM  
ADMINISTRATOR OF PURCHASING SYSTEMS**

**SAV:da**

**Vendors must register on-line at the State Purchasing Website at  
[www.purchasing.ri.gov](http://www.purchasing.ri.gov) to be able to download a Bidder Certification Cover Form  
which must accompany each offer.**

## **NOTE TO VENDORS:**

**Offers received without the entire completed three-page RIVIP  
Generated Bidder Certification Cover Form attached may result in  
offer disqualification.**

**THIS PAGE IS NOT A BIDDER CERTIFICATION FORM**

Solicit.doc

January 26, 2004

SECTION 00100 - INVITATION TO BID

BID #B03362

Date: Friday, January 30, 2004

Purchaser: The Department of Administration  
Division of Purchases  
One Capitol Hill  
Providence, RI 02908

Owner: The State of Rhode Island  
Department of Administration  
Division of Central Services  
One Capitol Hill  
Providence, Rhode Island 02098

Project Architect: Hellmuth, Obata & Kassabaum, P.C.  
620 Avenue of the Americas, 6<sup>th</sup> Floor  
New York, New York 10011  
Phone: 212-741-1200

Project: Kent County Courthouse  
Main Courthouse Facility

Completion Time: March 31, 2006 (Substantial Completion November 1, 2005)

Contractors are invited to submit an offer under seal to the Purchaser at the above address, for construction of the above Project, on or before:

Time: 10:00 A.M. Date: Friday, March 12, 2004

Bid Documents may be **EXAMINED** at the office of the Architect between the hours of 9:00 A. M and 5:00 P.M, or the Kent County Courthouse House located at 222 Quaker Lane, Warwick, Rhode Island 02886 (please report to first floor Capitol Police office) between the hours of 9:30 A.M. and Noon, 1:00 P.M. to 4:00 P.M., or online at <http://www.kentcountycourthouseproject.com>.

Bid Documents may be **OBTAINED** in person at Service Point, formerly Charrette ProGraphics, 303 Eddy Street, Providence, Rhode Island 02903 or ordered for shipping by calling Service Point, at (401) 278-4000 ( Ms. Cheryl Parkhouse, Manager, or Mr. Jim DiRamo, Print Supervisor), or online through Service Point, "PlanLink" at <http://www.kentcountycourthouseproject.com> upon receipt of a refundable deposit, by certified check, or money order, payable to the STATE OF RHODE ISLAND and delivered to Service Point in the amount of Five Hundred Dollars (\$500.<sup>00</sup>) for each set clearly noted "KCC Bid Document Deposit". Refunds will be issued for drawings and specifications that are returned to Service Point that are complete and unmarked.

Bidders requiring "Help" with "Plan Link" can obtain assistance through <http://www.servicepointusa.com> using the "Plan link" button and then "User Guide" link found on the sign-in page. This will provide the Bidder with the Plan Link™ Plan Room User Manual. Additionally, a telephone Help/Technical Support line is available at 1-800-448-6002 Ext. 527, Mr. Cameron Olson, Monday – Friday 8:00 A.M. to 5:30 P.M.

Bidders can obtain copies of the Plan Holders List through Plan Link on the opening page in the Plan Room and using "Click here for Plan Holder's List" option. Additionally, all addendum or other notifications are available on line in the Plan Room, and will also be hardcopy shipped to your designated address.

It shall be the sole responsibility of the Bidder to follow up on the status of all Bid Documents that have been ordered by phone or through PlanLink in a timely manner, to assure that the orders have been processed and delivered. Bidders shall take into consideration the additional time it takes to obtain documents by shipping. Owner shall not be responsible for delays in receipt of documents due to the carrier's required time for the delivery process.

Bid Documents will be available for pick up...

- In Person...

Monday through Friday 8:00 A.M. to 5:30 P.M. at Service Point, formerly Charrette ProGraphics, 303 Eddy Street, Providence, Rhode Island 02903. (If a Bidder wants to pick up Bid Documents at a Service Point location other than the Providence, Rhode Island Facility, please call ahead of time and place a phone order and let the Order Clerk know that you want to pick up the package at another facility.)

Orders to be picked up will be available 8:00 A.M. on Monday, February 2, 2004 to 5:30 P.M. on Friday, March 5, 2004.

- Or ordered for delivery...

By phone, (Service Point Providence) Monday through Friday 8:00 A.M. to 5:30 P.M. beginning Monday, February 2, 2004. *Phone Orders for shipping will not be taken after 4:30 PM on Thursday, March 4, 2004.*

Through the Internet, Sunday through Saturday Twenty Four (24) hours a day seven days a week beginning at 12:01 A.M. **Monday, February 2, 2004.** *Internet orders will not be taken after midnight on Tuesday, March 2, 2004.*

#### BID BOND...

Bidders will be required to provide Bid security in the form of a Bid Bond, payable to the STATE OF RHODE ISLAND in the amount of a sum no less than Five (5) percent of the Bid Price.

PRE-BID CONFERENCE...

The Owner will hold a Pre-Bid conference in the Auditorium located at the Department of Health, Three Capitol Hill, Providence, Rhode Island 02908.

Time: 10:00 A.M.                      Date: Friday, February 13, 2004

One (1) hour after the official adjournment of Pre-Bid Conference a tour of the project site will be conducted at 222 Quaker Lane for those bidders interested in reviewing site conditions with the Owners Project Team.

OTHER BIDDING REQUIREMENTS...

Refer to Document 00200 - Instructions to Bidders, for other Bidding requirements.

E.E.O/MINORITY BUSINESS ENTERPRISES...

Bidder's attention is referred to State requirements pertaining to conditions of employment to be observed, including the Equal Employment Opportunity Act, and requirements that Ten (10) percent of the dollar value of the work to be achieved by Minority Business Enterprises, and wage rates to be paid under the Contract for this Project must be in accordance with the Prevailing Wages on file at the Rhode Island Department of Labor, Office of the Director and available through the State of Rhode Island, Department of Administration, Division of Purchases Web Site at <http://www.purchasing.ri.gov> . For the convenience of the Bidder the wage schedule has been attached as part of the bid package however, the Bidder is responsible to assure that the appropriate Wage Schedule is being used to bid the Project.

GENERAL LAWS...

Bidders are subject to the terms, conditions, and provisions of Chapters 2 entitled "State Purchases," 12 entitled "Contractors Bonds," 13 entitled Labor and Payment Debts by Contractors, and 14.1 entitled "Minority Business Enterprise" of Title 37, general laws of the State of Rhode Island, 1956 as amended.

NOTICE OF ADDENDUM...

The Bidder is notified that there is an addendum scheduled for release on Friday, February 13, 2004. The bidding period has been established knowing that Addendum One (1) would be issued, as such the release of Addendum One (1) does not signify that the Bid Date will be extended as it has been calculated in the overall evaluation of the bid period. Addendums issued post February 13, 2004 will not constitute a bid extension period provided they have been issued no later than five (5) days prior to the date for receipt of Bids.

**The Division of Purchases reserves the right to reject any or all bids.**

**Peter S. Corr, State Purchasing Agent**

END OF SECTION 00100

Hellmuth, Obata + Kassabaum, P.C.

100% Construction Documents- Issued for Bid

All bidders MUST register online at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us). A RIVIP generated Bidder Certification Cover Form MUST accompany each bid. Should you need assistance in registering or downloading a bid, call (401)222-2142 ext. 134. Failure to comply will result in disqualification.

The included prevailing wage table may have been revised. It is the contractor's responsibility to use the current prevailing wage table. The table may be obtained at the RI Division of Purchases Home Page at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us).

Invitation to Bid  
Section 00100